

CONCORDIA UNIVERSITY

Council of the Faculty of Engineering and Computer Science

Minutes of Meeting 99-4

Held

Friday, May 21, 1999 at 2:00 in H-769

Present: Dr. N. Esmail (Chair); Dr. M.O. Ahmad; Dr. R. Bhat; Ms. C. Chan;
Dr. B.C. Desai; Dr. T. Fancott; Dr. D.J. Ford; Dr. J.C. Giguère;
Dr. G. Gouw; Dr. F. Haghighat; Ms. L. Harris; Dr. J. Hayes;
Dr. V.S. Hoa; Dr. J. Jans; Dr. K. Khorasani; Dr. H.F. Li; Dr. O. Moselhi;
Dr. J. Opatrny; Ms. C. Paradisis (Secretary); Dr. E.I. Plotkin;
Dr. A. Ramamurthy; Dr. J. Svoboda; Dr. C.W. Trueman

Observers: Prof. M. Silas

Regrets: Dr. A.M. Hanna, Ms. L. Quesnel

Guests: Ms. P. Burnside; Ms. R. Quinn; Mr. P. Reginbald (Registrar's)

1. Adoption of Agenda

Motion 99-04-1 The agenda was unanimously adopted (C. Giguère, G. Gouw).

2. Adoption of Minutes

Motion 99-04-2 The Minutes of Meeting 99-03 (April 9, 1999) were unanimously adopted with the following addition: Dr. B.C. Desai's name be added to the regrets list. (G. Gouw, M.O. Ahmad).

3. Chair's Remarks

The Chair appealed to all faculty members to ascertain that the grades were submitted on time. He reminded the Council that in the Faculty the professors have seven working days after the exams to submit marks.

Dr. Hayes suggested that this item be brought to the Department Council meetings.

- **General Education Requirements**

The General Education Requirements were well on their way to being approved by Senate and the Provost's office had made it a priority. The Chair stated that the Faculty with its complimentary studies and requirements had a head start in meeting the objectives of this document and encouraged the committees to take the initiative and formulate the Faculty's response to this document.

Furthermore, he stated that one of the subjects listed in the requirements is an Engineering or Computer Science (technology) class and this would impact favourably on the Faculty.

- **Accreditation**

The Chair informed the Council that the Industrial Engineering accreditation process was in motion and set for October 17 to 19, 1999. The letters required from the other programs were ready and were being reviewed by Louise Quesnel (previous Chair of CEAB) to ascertain that all requirements were met.

The Chair informed the Council of developments regarding the discipline of Software Engineering and cited the case at Memorial University where a lawsuit was being pursued against the university. At the Ottawa meeting of NDCEAS a resolution was adopted by the Deans of Engineering and the Deans of Science stating that the Software Engineering discipline was a discipline requiring strong input from both Engineering and Computer Science. They further appealed to all parties to resolve their differences by dialogue.

The Chair informed the Council that CEAB had expressed sympathy with the three new programs in Software Engineering at Concordia, Ottawa and McMasters regarding their accreditation. He reminded the Council that Software Engineering had not yet been accredited but that CEAB had suggested that a provisional accreditation was possible.

- **Summer Registration**

The Chair stated that registration for the summer session was up by 25% and half of the registration was in Computer Science. He stated that the last two years had shown continued increase in summer registration.

- **Overhead Contract Research**

The Chair gave an overview of the evolution of the distribution of the contract research funds. He stated that historically 50% of the funds went to the university, 25% to the Dean's office and 25% to the principal investigator. This distribution was changed when the Provost office was granted 5% of the funds which, was taken from the principal investigator's portion. Subsequently during Dr. Swamy's mandate, the percentage taken by the Dean's office was reduced to 5% and the balance given to the principal researcher who was now receiving 40 % of the grant.

With the creation of the Industrial Liaison office, the Dean's office required extra funds and as such a decision was made to return to the original formula for allocation of grant research funds whereby the Dean's office reclaimed its 25% share.

- **Industrial Liaison Office**

The Chair stated that the Industrial Liaison office was created to serve the Faculty. He emphasized that all industrial liaison must be done through the Dean's office.

- **Canada Foundation for Innovation**

The Chair announced that the Quebec had approved a grant of \$7.5 million for Concordia, which represented the highest grant for any university in Quebec this year. Pending was the announcement by CFI for a grant for about \$8.2 million for Concordia for the new building. An announcement was expected to that effect on June 22, 1999.

- **Industrial Chairs**

The Chair announced that the Dean's office was actively working on the establishment of two chairs in the Faculty. One sponsored by Bombardier for Mechanical Engineering and the other sponsored by Forintek in Building, Civil and Environmental Engineering.

- **New Building**

The Chair invited Dr. Giguère to give an update on the planning for the building.

Dr. Giguère stated that the work by the Space Planning Committee was going well and was ahead of schedule. Principles and criteria to be used had been established. Outside consultants had been hired and the Committee hoped to present a scenario by September.

The Chair added that it was the Faculty's objective to open the building by September 2002.

CLOSED SESSION

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END OF CLOSED SESSION

6. Adjunct appointments in ENCS (ECFC Doc. 99-04-1)

Dr. Bhat presented the above document to Council. He explained that the formulation of this document was based on past practices and that the present document attempted to consolidate all existing practices concerning the appointment of Adjunct Professors in the various departments. He presented the following motion:

Motion 99-04-29 That the Council of the Faculty of Engineering and Computer Science adopt document ECFC Doc. 99-04-1.

Discussion ensued concerning item (e) under Appointment Procedures. Arguments were presented for and against the recommendation to have a departmental committee for the appointment of Adjunct Professors.

Amendment (1)

That the following be added to item (e) under Appointment Procedures:
"The Department Council may delegate the function of the said committee to the Chair of the Department." (O. Moselhi, R. Bhat)

Vote: Carried unanimously

Amendment (2)

Add to Amendment (1) the following sentence:
"Subsequently the Chair will forward recommendations to the Dean and where appropriate that of the Committee." (C. Giguère, E.I. Plotkin)

Vote: Carried unanimously

Amendment (3)

"That the same language be used to rewrite and combine items (c) and (d) under Reappointments and to rewrite item (c) under Promotion to a Higher Rank." (O. Moselhi, K. Khorasani)

Vote: Carried unanimously

Discussion continued on the number of adjunct professors per department and on the concept of establishing criteria in terms of numbers and contribution by Adjunct Professors. It was suggested that Adjunct Professors provide a yearly statement of accounts concerning their teaching and research activities in the department.

Vote on motion 99-04-29: Carried unanimously

7. **Elections of Faculty representative to Senate**

Motion 99-04-30 That the Council of the Faculty of Engineering and Computer Science approve the election of Dr. A.J. Al-Khalili as Faculty representative to the Senate for a three –year term (May 2002). (O. Moselhi, E.I. Plotkin)

Vote: Carried unanimously

8. **Other Business**

a) Slot Course INDU 498A

Dr. Gouw explained the rational behind the request to create slot course INDU 498A. He stated that it was a technical elective in Industrial Engineering, which provided more of the operating tools and application aspects of this discipline. He stated that this could be done within existing resources and that this slot course had been approved by the Department of Mechanical Engineering and by ECUSC.

Motion
99-04-31

That the Council of the Faculty of Engineering and Computer Science approve INDU 498A as a slot course for the academic year 1999-2000.
(G. Gouw, T. Fancott)

Vote: Carried unanimously

b) Permanent observer from Student Affairs

Motion
99-04-32

That the Council of the Faculty of Engineering and Computer Science approve the Manager of Student Affairs as a permanent observer.
(C. Giguère, C. Trueman)

Discussion ensued.

Motion withdrawn

Motion
99-04-33

That the Council of the Faculty of Engineering and Computer Science approve that copies of all documentation related to curriculum changes passed by Council, be sent to the Manager of Student Affairs. (C. Giguère)

No seconder . Discussion ceased.

c) Policy Guidelines and Professorship

The Chair informed the Council that the policy on Administrative Guidelines for Industrial Chairs and Special Professorships (ECFC Doc. 99-01-5) had been approved and endorsed by the Provost.

9. **Adjournment**

The meeting was adjourned at 4:00 p.m.